

FIRE CHIEF

DEPARTMENT OF THE NAVY

Commander, Navy Installations

Commander Navy Region Southeast

Summary

You will serve as a FIRE CHIEF of NAS JRB NEW ORLEANS, Commander, Navy Region Southeast.

This position is TEMP NTE 5 Years

Overview

Open & closing dates

🕒 07/01/2022 to 07/07/2022

Salary

\$79,363 - \$103,176 per year

Pay scale & grade

GS 12

Location

1 vacancy in the following location:

📍 Belle Chasse, LA

1 vacancy

Remote job

No

Telework eligible

No

Travel Required

Occasional travel - You may be expected to travel for this position.

Relocation expenses reimbursed

No

Appointment type

Temporary - NTE 5 Years

Work schedule

Full-time

Service

Competitive

Promotion potential

12

Job family (Series)

[0081 Fire Protection and Prevention](#)
([/Search/Results?j=0081](#)).

Supervisory status

Yes

Security clearance

[Secret](#)
([/Help/faq/job-announcement/security-clearances/](#)).

Drug test

Yes

Announcement number

ST-11552790-22-DAC

Control number

662410900

This job is open to



[Career transition \(CTAP, ICTAP, RPL\)](#)

Federal employees who meet the definition of a "surplus" or "displaced" employee.



[Internal to an agency](#)

Current federal employees of this agency.



[Military spouses](#)



[Special authorities](#)

Individuals eligible under a special authority not listed above, but defined in the federal hiring regulations.



[Veterans](#)

Clarification from the agency

CNRSE FOIA document released
January 2023 2

Duties

- You will Inform senior leaders on performance, progress, training needs, or disciplinary actions of crew members
- You will develop a continual fire prevention or fire protection training program for serviced activities
- You will assess agency compliance with law, regulations, policies, and requirements related to fire prevention of fire protection programs
- You will direct a crew in cleaning and maintaining fire vehicles, quarters, and equipment (e.g., cleaning, repairing, washing, testing hoses, pumpers).

Requirements

Conditions of Employment

- This is a Mission Essential position. You will be required to ensure organization or facility continuity of operations and/or completion of tasks that are considered essential to the mission designated by a local or command decision.
- Must be a US Citizen.
- Must be determined suitable for federal employment.
- Must participate in the direct deposit pay program.
- New employees to the Department of the Navy will be required to successfully pass the E-Verify employment verification check. To learn more about E-Verify, including your rights and responsibilities, visit e-verify.gov
- Generally, current federal employees applying for GS jobs must serve at least one year at the next lower grade level. This requirement is called time-in-grade. Time-in-grade requirements must be met by the closing date of this announcement.
- Applicants must meet the Department of Defense (DoD) certification requirements:
www.esd.whs.mil/Portals/54/Documents/DD/issuances/dodm/605506m.pdf
- Candidates for firefighter positions must not have reached their 37th birthday by date of appointment. Information on exceptions and waivers: http://www.esd.whs.mil/Portals/54/Documents/DD/issuances/140025/140025_vol336.pdf?ver=2017-12-01-105458-707
- You will be required to successfully complete a pre-appointment physical examination.
- Within the Department of Defense (DoD), the appointment of retired military members within 180 days immediately following retirement date to a civilian position is subject to the provisions of 5 United States Code 3326.
- Males born after 12-31-59 must be registered for Selective Service.
- Per the preliminary nationwide injunction on E.O. 14043, COVID-19 vaccinations will not be implemented or enforced. For more information on vaccine status and workplace safety protocol requirements see Additional Information below.
- You will be required to obtain and maintain a current valid United States driver's license.
- You will be required to obtain and maintain an interim and/or final security clearance prior to entrance on duty. Failure to obtain and maintain the required level of clearance may result in the withdrawal of a job offer or removal.
- Successful completion of a pre-employment drug test (including marijuana) is required. A tentative offer of employment will be rescinded if you fail to report to the drug test appointment or fail the test. You will be subject to random testing.
- This position may require travel from normal duty station to CONUS and OCONUS and may include remote or isolated sites. You must be able to travel on military and commercial aircraft for extended periods of time.

- Supervisors in the executive branch have a heightened personal responsibility for advancing government ethics. You will be required to review the 14 General Principles of Ethical Conduct at 5 CFR 2635.101.

Qualifications

Your resume must demonstrate at least one year of specialized experience at or equivalent to the GS-11 grade level or pay band in the Federal service or equivalent experience in the private or public sector. Specialized experience must demonstrate the following: technical and administrative function of fire and emergency services to include all assets and program, support and execution of Fire and Emergency Services Policies, procedure and directives. Evaluates effectiveness and establishes goals, objectives and policies for installation and port management programs.

Certifications Required: Fire Officer IV, Fire Inspector II, Fire Instructor II, Hazardous Material Operations, Hazardous Material Incident Commander, Airport Firefighter, Emergency Vehicle Operator Course,

Must be credentialed as a National Registry Emergency Medical Technician

Additional qualification information can be found from the following Office of Personnel Management website:

<https://www.opm.gov/policy-data-oversight/classification-qualifications/general-schedule-qualification-standards/0000/fire-protection-and-prevention-series-0081/>
(<http://www.opm.gov/qualifications/Standards/group-stds/gs-admin.asp>).

Experience refers to paid and unpaid experience, including volunteer work done through National Service programs (e.g., professional, philanthropic, religious, spiritual, community, student, social). Volunteer work helps build critical competencies, knowledge, and skills and can provide valuable training and experience that translates directly to paid employment.

Additional information

COVID VACCINATION INFORMATION: To comply with the recent preliminary nationwide injunction on Executive Order 14043, Requiring Coronavirus Disease 2019 Vaccination for Federal Employees, the Department of the Navy is not taking any action to implement or enforce the COVID-19 vaccination requirement. New hires will need to provide their vaccination status as well as comply with workplace safety protocols related to masking, physical distancing, testing, travel, and quarantine.

Temporary promotions may be extended up to 5 years at the discretion of management and in accordance with applicable regulations.

This position is covered by the Department of Defense Priority Placement Program.

Additional vacancies may be filled by this announcement.

A tentative offer of employment will be rescinded if the selectee fails to meet the pre-employment requirements, including failure to report to any of the scheduled appointments.

If you are unable to apply online and request information about the Alternate Application process, please contact the Department of Navy's Employment Information Center.

Federal annuitant information: The selection of an annuitant is subject to the Department of Defense and Department of the Navy policy on the employment of annuitants. Policy information may be found at:

<http://www.secnave.navy.mil/donhr/Documents/CivilianJobs/FedCivAnnuitants.pdf>
(<http://www.secnave.navy.mil/donhr/Documents/CivilianJobs/FedCivAnnuitants.pdf>).

ICTAP Applicants: To be considered well-qualified and exercise selection priority as an ICTAP candidate, displaced Federal employees must satisfy all qualification requirements for the position and receive a rating in the highly qualified category (score 85) or higher. ICTAP candidates must provide copies of all of the following documentation at the time of application: 1) agency notice; 2) most recent performance appraisal; and 3) most recent SF-50 or notification of personnel action that includes position, grade level, and duty location. Applicants who do not provide this documentation will not receive consideration as an ICTAP candidate. For more information about ICTAP eligibility please review the following link: <https://www.usajobs.gov/Help/working-in-government/unique-hiring-paths/federal-employees/ictap/> (<https://www.usajobs.gov/Help/working-in-government/unique-hiring-paths/federal-employees/ictap/>).

Military Spouse Preference applicants will receive priority consideration at the Full Performance Level (FPL) and if determined to be Best Qualified at the FPL, and selected, must be placed at the FPL. A BQ military spouse possesses knowledge, skills, abilities, and competencies comparable to others who meet the competitive referral criteria for the specific position.

This is an obligated position. The former incumbent has return rights to this position under PL 86-585.

PCS may or may not be authorized.

Benefits

A career with the U.S. government provides employees with a comprehensive benefits package. As a federal employee, you and your family will have access to a range of benefits that are designed to make your federal career very rewarding. [Learn more about federal benefits](#)

(<https://www.usajobs.gov/Help/working-in-government/benefits/>).

[Review our benefits](#)

(<http://www.secnaveavy.mil/donhr/Benefits/Pages/Default.aspx>).

Eligibility for benefits depends on the type of position you hold and whether your position is full-time, part-time or intermittent. Contact the hiring agency for more information on the specific benefits offered.

How You Will Be Evaluated

You will be evaluated for this job based on how well you meet the qualifications above.

In order to qualify for this position, your resume must provide sufficient experience and/or education, knowledge, skills, and abilities to perform the duties of the specific position for which you are being considered. Your resume is the key means we have for evaluating your skills, knowledge, and abilities as they relate to this position. Therefore, we encourage you to be clear and specific when describing your experience.

When the application process is complete, we will review your resume to ensure you meet the hiring eligibility and qualification requirements listed in this announcement. You will be rated based on the information provided in your resume and responses to the Occupational Questionnaire, along with your supporting documentation to determine your ability to demonstrate the following

competencies:

- ACCOUNTABILITY
- DEVELOPING OTHERS
- HAZARDOUS MATERIAL OPERATIONS
- MANAGING HUMAN RESOURCES
- PREVENTIVE MAINTENANCE
- WRITTEN COMMUNICATION

You should list any relevant performance appraisals and incentive awards in your resume as that information may be taken into consideration during the selection process. If selected, you may be required to provide supporting documentation.

If after reviewing your resume and supporting documentation, a determination is made that you inflated your qualifications and/or experience, your score may be adjusted to more accurately reflect your abilities or you may be found ineligible/not qualified.

Please follow all instructions carefully. Errors or omissions may affect your rating or consideration for employment.

All eligibility, qualifications, and time-in-grade requirements must be met by the closing date of this announcement.

Required Documents

You are required to provide documentation that supports the eligibility and qualification claims made in your resume and assessment questionnaire. You must submit the applicable documents listed here and those listed with the eligibilities you select in the announcement questionnaire with your application package. Applicants who do not provide supporting documentation that fully support their claims will not be referred to the hiring manager. Cover letter is optional.

A complete resume is required. Your resume must show relevant experience, job title, duties and accomplishments. Your resume must show complete information for each job entry to support minimum qualifications. The following information should be provided in your resume, but it is acceptable to provide elsewhere in your application package: employer's name, starting and end dates (Mo/Yr), hours per week, and pay plan, series and grade level (e.g. GS-0201-09) for relevant federal experience. TIP: A good way to ensure you include all essential information is to use the Resume Builder in USAJOBS to create your resume.

Are you applying for a promotion? If you are a current GS employee applying for a higher grade than the grade that you currently hold you must provide an SF-50 that shows that you have held the next lower grade for at least one year. Some SF-50s effective within the last 52 weeks will not demonstrate you have held the next lower grade for at least one year (e.g. General Adjustment SF-50 from this year). In many cases, we need to see two (2) SF-50s to determine time-in-grade and eligibility for promotion. If you are a DoD employee, you can obtain a copy of your SF- 50(s) from [MyBiz \(https://compo.dcpds.cpmc.osd.mil/\)](https://compo.dcpds.cpmc.osd.mil/).

Are you claiming membership in any professional organizations, or possession of a license, certificate or credentials? Check the **Conditions of Employment** section above to see if any are required. If you claim membership, license, certification, or credentials, you must submit a copy of said document in your application package.

Are you using education as a substitute for some or all of the experience requirement? Is there a basic education requirement for this position? Check the **Education** section above to see what is allowed and what is required. Any claims you make in your resume or assessment questionnaire regarding education or degrees MUST be supported by submitting with you

application official or unofficial transcripts or a list of courses, grades earned, completion dates, and quarter and semester hours earned issued from your school. While unofficial transcripts are acceptable for initial application, an official transcript will ultimately be required if you are selected for the position. You may submit a copy your degree(s) if specific coursework does not have to be verified.

Are you a veteran claiming 5-point veterans' preference or claiming sole survivorship preference? You must submit a copy of your latest DD-214 Certificate of Release or Discharge from Active Duty (any copy that shows all dates of service, as well as character of service [Honorable, General, etc.] is acceptable) OR a VA letter that shows dates of service or service connected disability AND character of service. If you have more than one DD-214 for multiple periods of active duty service, submit a copy for each period of service. If you were issued a DD-215 to amend aforementioned information on the DD-214 you must submit that too. If you are not sure of your preference eligibility, visit the Department of Labor's website: [Veterans' Preference Advisor](https://webapps.dol.gov/elaws/vets/vetpref/mservice.htm) (<https://webapps.dol.gov/elaws/vets/vetpref/mservice.htm>).

Are you a disabled veteran or claiming 10-point veterans' preference?

If you are eligible to claim 10 point veterans preference you must submit a DD-214 Certificate of Release or Discharge from Active Duty as described above for 5-point preference.

You must also provide the applicable supporting documentation of your disability (e.g. disability letter from the VA) as described on Standard Form-15 (SF-15). http://www.opm.gov/forms/pdf_fill/SF15.pdf (http://www.opm.gov/forms/pdf_fill/SF15.pdf).

Are you an active duty service member? Active Duty Service Members are required to submit a statement of service printed on command letterhead and signed by the command. The statement of service must provide the branch of service, rate/rank, all dates of service, the expected date of discharge and anticipated character of service (Honorable, General, etc.).

Documents submitted as part of the application package, to include supplemental documents, may be shared beyond the Human Resources Office. Some supplemental documents contain personal information such as SSN and DOB and some documents such as military orders and marriage certificates may contain personal information for someone other than you. You may sanitize these documents to remove said personal information before you submit your application. You must provide an un-sanitized version of the documents if you are selected.

If you are relying on your education to meet qualification requirements:

Education must be accredited by an accrediting institution recognized by the U.S. Department of Education in order for it to be credited towards qualifications. Therefore, provide only the attendance and/or degrees from schools accredited by accrediting institutions recognized by the U.S. Department of Education (<http://www.ed.gov/admins/finaid/accred/>).

Failure to provide all of the required information as stated in this vacancy announcement may result in an ineligible rating or may affect the overall rating.

How to Apply

Click the Apply Online button to create an account or log in to your existing USAJOBS account.

To apply for this position, you must provide a complete Application Package which includes:

1. Complete resume with relevant experience, job title, duties and accomplishments. Your resume must show complete information for each job entry to support minimum qualifications. The following information should be provided in your resume, but it is acceptable to provide elsewhere in your application package: employer's name, starting and end dates (Mo/Yr), hours per week, and pay plan, series and grade level (e.g. GS-0201-09) for relevant federal experience. TIP: A good way to ensure you include all essential information is to use the Resume Builder in USAJOBS to create your resume.

2. Complete assessment questionnaire. For a quick preview of the assessment questionnaire click here:

<https://apply.usastaffing.gov/ViewQuestionnaire/11552790>
(<https://apply.usastaffing.gov/ViewQuestionnaire/11552790>)

3. Supporting documentation

Failure to submit a complete application package will result in an ineligible rating and loss of consideration.

Your complete application (resume, assessment questionnaire, and all supporting documents) must be received by 11:59 pm Eastern Standard Time (EST) on 07/07/2022. Applications received after 07/07/2022 will generally result in an ineligible rating and loss of consideration. If more than one resume is received, only the last resume received and processed will be reviewed.

Note: To check the status of your application or return to a previous or incomplete application, log into your USAJOBS account:

<https://mydon.usajobs.gov/Account/Login>
(<https://mydon.usajobs.gov/Account/Login>)

select Application Status, and click on the more information link under the application status for this position. Your uploaded documents may take several hours to clear the virus scan process so please plan appropriately.

You are encouraged to apply online. Applying online will allow you to review and track the status of your application.

Do not email or send hard copy resumes/applications to the Contact Information or Agency Information listed in this vacancy announcement. All resumes/applications received at the addresses listed in the Contact Information or Agency Information will be destroyed and will not be considered for this vacancy announcement.

It is the applicant's responsibility to verify that all information in their resume and documents are legible and accurate. HR will not modify answers/documents submitted by an applicant.

Agency contact information



Department of Navy EIC

Email

doneic@us.navy.mil
(<mailto:doneic@us.navy.mil>)

[Learn more about this agency.](#)
([#agency-modal-trigger](#))

Address

NAS JRB NEW ORLEANS
Navy Region Southeast
Belle Chase, LA 70037
US

Next steps

When the application process is complete, your complete application (resume, assessment questionnaire, and all supporting documents) will be reviewed to determine if you meet the hiring eligibility and qualification requirements for which you requested consideration. You will be rated based on the information provided in your resume and responses to the questionnaire, along with your supporting documentation to determine your level of knowledge, skill, and ability related to the job requirements.

Generally, only best qualified candidates will be referred to the hiring manager. Sometimes well qualified and minimally qualified candidates are referred. Occasionally, candidates eligible for priority consideration are referred, and no other candidates are referred.

The hiring manager may choose to conduct interviews.

You will be notified of our rating and referral decision. If you are referred, you will be notified when a hiring decision is made.

NOTE: Due to COVID19, if you have any questions or need assistance, please email the DON Employment Information Center at DONEIC@us.navy.mil

Fair & Transparent

The Federal hiring process is setup to be fair and transparent. Please read the following guidance.

[Equal Employment Opportunity \(EEO\) Policy](https://www.don.gov/help/equal-employment-opportunity/)

[./Help/equal-employment-opportunity/](https://www.don.gov/help/equal-employment-opportunity/)

[Financial suitability](https://www.don.gov/help/working-in-government/fair-and-transparent/financial-suitability/)

[./Help/working-in-government/fair-and-transparent/financial-suitability/](https://www.don.gov/help/working-in-government/fair-and-transparent/financial-suitability/)

[New employee probationary period](https://www.don.gov/help/working-in-government/fair-and-transparent/probationary-period/)

[./Help/working-in-government/fair-and-transparent/probationary-period/](https://www.don.gov/help/working-in-government/fair-and-transparent/probationary-period/)

[Privacy Act](https://www.don.gov/help/working-in-government/fair-and-transparent/privacy-act/)

[./Help/working-in-government/fair-and-transparent/privacy-act/](https://www.don.gov/help/working-in-government/fair-and-transparent/privacy-act/)

[Reasonable accommodation policy](https://www.don.gov/help/working-in-government/fair-and-transparent/reasonable-accommodation-policy/)

[./Help/reasonable-accommodation/](https://www.don.gov/help/working-in-government/fair-and-transparent/reasonable-accommodation-policy/)

[Selective Service](https://www.don.gov/help/working-in-government/fair-and-transparent/selective-service/)

[./Help/working-in-government/fair-and-transparent/selective-service/](https://www.don.gov/help/working-in-government/fair-and-transparent/selective-service/)

[Signature and false statements](https://www.don.gov/help/working-in-government/fair-and-transparent/signature-false-statements/)

[./Help/working-in-government/fair-and-transparent/signature-false-statements/](https://www.don.gov/help/working-in-government/fair-and-transparent/signature-false-statements/)

[Social security number request](https://www.don.gov/help/working-in-government/fair-and-transparent/social-security-number-request/)

[./Help/working-in-government/fair-and-transparent/social-security-number/](https://www.don.gov/help/working-in-government/fair-and-transparent/social-security-number-request/)

MEMORANDUM OF UNDERSTANDING FOR OBLIGATED POSITION

The position of FIRE CHIEF GS 0081-12 located at The Fire Department at JRB NEW ORLEANS, LA, is an obligated position to an employee with statutory return rights.

Employees who accept overseas tours are generally assigned to two or three year tours. However, an employee may remain overseas beyond the initial tour at the request of the overseas manager for up to five years and still retain statutory rights to the stateside position he/she held prior to the overseas assignment. **The stateside manager/supervisor has the discretion to continue the position obligation beyond the five-year date if the overseas employee is granted an extension.** Normally, short term extensions or less are granted if it is in the interest of the overseas mission or in special situations at the request of the employee. However, the manager does not have to maintain the position obligation beyond the five-year date.

Normally, a position obligated to an overseas returnee with statutory return rights is filled on a permanent basis. The employee selected to fill the obligated position must agree in writing that occupancy of the obligated position is subject to the return of the employee of an overseas assignment.

By signing this memorandum, the employee certifies and agrees that when the Human Resource Service Center receives notification from the employee to whom the position is obligated will be exercising return rights, the incumbent must vacate the position. If there is no vacancy for assignment, reduction in force (RIF) procedures will be used to determine the job placement entitlements of the incumbent of the position.

(b) (6)

Employee Printed Name

(b) (6)

HRSC/HRO Rep. Printed Name

(b) (6)

Employee Signature/Date

HRSC/HRO Rep. Signature/Date

Certificate of Eligibles

FIRE CHIEF

GS-0081-12

ST-11572045-22-DAC

Criteria		Certificate Details	
Location	Belle Chasse, LA	Certificate Number	20220720-CACK-001
Pay Plan	GS	Certificate Type	Competitive Merit Promotion
Series	0081	Issued Date	07/20/2022
Grade	12	Issued By	(b) (6)
Specialties	N/A	Priority Order	Float Priority Referrals
		Rank By	Rating (exclude Veteran Points)
		Refer Method	Cutpoint (90.00)

Applicant List

Agency Action	Applicant Name / Applicant Email	Eligible Series / Eligibility Labels
Alternate Selection 3	(b) (6)	Perm Comp DON
	(b) (6)	
Selected	(b) (6)	Perm Comp DON
	(b) (6)	
Alternate Selection	(b) (6)	Perm Comp DON
	(b) (6)	

Selecting Official Signature _____

Date _____

Selecting Official Organization _____

Selecting Official Telephone Number _____

Appointing Official Signature _____

Date _____

From: (b) (6)
To:
Cc:
Subject: Cert Issuance for RPA #298645 Fire Chief GS-0081-12 TEMP NTE 5 Years
Date: Wednesday, July 20, 2022 7:22:12 AM

Good Morning,

The following certificates were issued for RPA #298645:

[20220720-CACK-001](#) Competitive Merit Promotion

The expiration date is 08/14/22. If you require a one-time 20 day extension, please request prior to the expiration date.

Any questions, please let me know.

(b) (6)
Human Resources Specialist
OCHR Stennis

From: usastaffingoffice@opm.gov
To: (b) (6)
Cc: (b) (6)
Subject: [URL Verdict: Unknown][Non-DoD Source] Tentative Job Offer For RPA 298645 (b) (6) FIRE CHIEF, GS-0081-12 (NV-22JUNSEMZNV5200206298645)
Date: Thursday, August 11, 2022 4:12:41 PM
Attachments: [DD Form 3150 Certification of Vaccination 2025.pdf](#)

(b) (6)

Congratulations! You have been tentatively selected for the position of FIRE CHIEF, GS-0081-12 with NAS JRB NEW ORLEANS. This position is located in Belle Chasse, Louisiana. The starting salary is \$79,363.00 (inclusive of locality pay and nonforeign area cost of living allowance, as applicable) per annum.

Please go to the following link and respond within 3 business days of this offer date: Aug 11, 2022

<https://onboard.usastaffing.gov/?selectee=9b7de908-cada-40a8-bb7a-a78dfa38a35f&type=tentative>

Failure to respond by the above date may result in you no longer being considered for this position. Since this is a tentative offer, you are advised against terminating your current employment and against incurring any unnecessary expenses at this time. You will receive an official job offer when you have successfully cleared/completed all pre-employment requirements.

If you accept this job offer, you will be prompted to sign into our automated onboarding system (using your USAJOBS account) and begin the onboarding process.

APPOINTMENT TYPE: TEMP PROMOTION NTE 5 YEARS WITH A FULL TIME WORK SCHEDULE

COVID-19 VACCINATION INFORMATION: To comply with the recent preliminary nationwide injunction on Executive Order 14043, Requiring Coronavirus Disease 2019 Vaccination for Federal Employees, the Department of the Navy is currently not taking any action to implement or enforce the COVID-19 vaccination requirement. However, this may change in the future depending on the outcome of ongoing federal litigation.

You will need to provide your vaccination status as well as comply with all applicable workplace safety protocols related to masking, physical distancing, testing, travel, and quarantine. Safety protocols will vary depending on your vaccination status and telework or remote status of the position and your need to report in person to the worksite. Additional information on the process for providing your vaccination status and applicable workplace safety protocols you will be required to follow, including any testing requirement prior to your first day of work, will be provided via separate notification. Individuals who fail to disclose their vaccination status will be treated as unvaccinated and be required to follow designated workplace safety protocols.

PRE-EMPLOYMENT REQUIREMENTS: Before an official job offer may be made, you must successfully complete and pass the requirement(s) below:

- ~ Security Clearance
- ~ Drug Test
- ~ Physical Examination

EMPLOYMENT BENEFITS: This employment offer includes several options for health, life, and long-term care insurance, retirement benefits, as well as paid sick and annual (personal) leave. Information regarding employee benefits is available at <http://www.secnave.navy.mil/donhr/Benefits/Pages/Default.aspx>. Please review this information as you only have 60 days to make elections from your entrance on duty date. You are eligible to enroll in health insurance under the Federal Employees Health Benefits (FEHB) within 60 days of your entrance on duty date. If electing a Self Plus One or Self and Family plan, you will be required to provide documents to verify eligible family members, such as a marriage certificate and birth certificate(s).

GOVERNMENT ETHICS REQUIREMENTS: The Department of the Navy is committed to maintaining an ethical culture and upholding the principles of ethical conduct. As a Department of the Navy employee, you will be subject to the Standards of Ethical Conduct for Employees of the Executive Branch as well as the criminal conflict of interest statutes. If you are a new Government employee, or as a new employee to this Department, you will be required to receive initial ethics orientation within 3 months of appointment. If you have any questions about these requirements, or any government ethics issue, you should contact the ethics counselor for your organization which will be located in your local Counsel or Judge Advocate General's office. If you need assistance locating your local ethics counselor please email ethics@navy.mil

Supervisory positions are subject to 5 C.F.R. § 2638.103, Government Ethics Responsibilities of Supervisors: Every supervisor in the executive branch has a heightened personal responsibility for advancing government ethics. It is imperative that supervisors serve as models of ethical behavior for subordinates. Supervisors have a responsibility to help ensure that subordinates are aware of their ethical obligations under the Standards of Conduct and that subordinates know how to contact agency ethics officials. Supervisors are also responsible for working with agency ethics officials to help resolve conflicts of interest and enforce government ethics laws and regulations, including those requiring certain employees to file financial disclosure reports. In addition, supervisors are responsible, when requested, for assisting agency ethics officials in evaluating potential conflicts of interest and identifying positions subject to financial disclosure requirements. You are also required to review the 14 General Principles of Ethical Conduct at 5 C.F.R. § 2635.101: https://www.ecfr.gov/cgi-bin/text-idx?rgn=div5;node=5:3.0.10.10.9#se5.3.2635_1101

During this onboarding process, please check your voice messages, email inbox and junk mail folders daily to ensure you receive all your correspondence. Failure to complete the above requirements in a timely manner will delay your pre-employment processing and could result in this offer being withdrawn.

Questions regarding this offer should be directed to (b) (6) or (b) (6)

If you require any special accommodations or assistance, please contact me as soon as possible.

Sincerely,
(b) (6)

From: usastaffingoffice@opm.gov
To: (b) (6)
Cc: (b) (6)
Subject: [URL Verdict: Neutral][Non-DoD Source] Official Job Offer For FIRE CHIEF, GS-0081-12 (NV-22JUNSEMZN5200206298645)
Date: Monday, August 15, 2022 7:28:17 AM

(b) (6)

Please go to the following link, respond within 3 business days of this offer, and complete the newly assigned tasks in the USA Staffing New Hire Module:
<https://onboard.usastaffing.gov/?newhire=HOKDJ-51TU&type=official>

This letter is an official job offer for the position of FIRE CHIEF, GS-0081-12 (full performance level GS-12) with the NAS JRB NEW ORLEANS located in Belle Chasse, Louisiana. This offer letter includes the final compensation package (excluding benefits) for this position. Your temporary promotion will be effective on 08/28/2022.

Your pay is set at GS-12, Step 1 for a total adjusted salary of \$79,363 (inclusive of locality pay and nonforeign area cost of allowance, if applicable) per annum.

IMPORTANT NOTES:

~ Security Clearance Required: This position requires the ability to obtain and maintain a security clearance. Inability to obtain and maintain the required clearance level may be a cause for removal from the position.

COVID-19 VACCINATION INFORMATION: If not already completed, you will need to provide your vaccination status as well as comply with all applicable workplace safety protocols related to masking, physical distancing, testing, travel, and quarantine. This information will be utilized to identify the applicable workplace safety protocols you will be required to follow. Safety protocols will vary depending on your vaccination status and telework or remote status of the position and your need to report in person to the worksite.

GOVERNMENT ETHICS REQUIREMENTS: The Department of the Navy is committed to maintaining an ethical culture and upholding the principles of ethical conduct. As a Department of the Navy employee, you will be subject to the Standards of Ethical Conduct for Employees of the Executive Branch as well as the criminal conflict of interest statutes. If you are a new Government employee, or as a new employee to this Department, you will be required to receive initial ethics orientation within 3 months of appointment. If you have any questions about these requirements, or any government ethics issue, you should contact the ethics counselor for your organization which will be located in your local Counsel or Judge Advocate General's office. If you need assistance locating your local ethics counselor please email ethics@navy.mil

Additional reporting day information (i.e., reporting date, time, location and map) will be provided. If you have not received this information by August 25, 2022 or if you have questions regarding the electronic completion and submission of forms, please contact (b) (6) (b) (6) or (904) 542-4378.

This letter serves as official notification of your selection and must be exhibited at the entrance gate or pass and ID office to gain access to the installation. I wish you the best in your new position.

Sincerely,

(b) (6)